

Delaware Women's Workforce Council

Education and Research Committee

Office of Women's Advancement and Advocacy

Meeting Minutes

Tuesday, October 8, 2019

Present: *Chairperson Yvonne Gordon,
Christopher Waters
Louise Lewis-Cummings, Chairperson for Workforce Council
Kim Lowman, Office of Women's Advancement and Advocacy
Stella Harrison Office of Women's Advancement and Advocacy

Location: Carvel Building, 820 N. French Street, Wilmington, DE 4th floor State
Department Arts Conference Room
11:30 am to 12:30 pm

1. Call to Order and Roll Call:

The meeting was called to order by the Chairperson at 11:30am. The Chairperson thanked everyone for coming.

2. National Associations Commission for Women Survey Background

The group discussed how the Maryland Women's Commission reached out to the OWAA Director on behalf of the National Association of Commissions for Women to share information about the Voices of Women in America Initiative. The National Association of Commissions for Women created a national survey that asks women about the challenges they face in their everyday lives. One of the goals is to identify the top five concerns of women living in the United States. The group also discussed their interest in the Council partnering with OWAA and the Delaware Women's Commission to spread the word about the survey in order to achieve a valid sample size for Delaware. The survey results for Delaware would be shared with OWAA and could be utilized for a future status report.

3. Actions the Education and Research Committee and the Office of Women's Advancement and Advocacy Can Take

The Education and Research committee agreed to help distribute the link to the survey but asked for clarification on what role the committee would play. It was shared that OWAA would create flyers, graphics, and sample copy the committee could utilize to share with their networks. The group further discussed how the project could be three phases that included distributing the survey, holding a series of listening sessions, and creating a final status report. The Chairperson shared her interest in the Council having an active role in conducting the listening sessions. The National Association for Commissioned Women will provide the tools

needed to conduct the listening sessions including things such as a script with coordinating power point to use during the listening session. The Council will work to distribute the survey until the deadline, which is December 31, 2019. Listening sessions would follow in the spring.

One member noted the importance of surveying state employees and it was shared that OWAA is seeking permission to send the survey out to all female state employees. A question was raised about the number of state employees in Delaware and it was noted to look for that information after the meeting. It was suggested to have women involved in the survey from all three counties and capture the women who may live over the state line but work in Delaware. The committee would like to see any draft of promotion materials for the survey before they are sent out. The survey is currently on the Office of Women's Advancement and Advocacy website. OWAA created a bit.ly link for the survey so that we can informally track how many clicks we are getting through our promotion.

4. Meeting adjourned

Yvonne Gordon motion, Chris Waters 2nd. All approved, none opposed.